



OCCOQUAN TOWN COUNCIL
Regular Meeting Minutes
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, January 2, 2018
7:00 p.m.

Present: Mayor Liz Quist, Vice Mayor Pat Sivigny, Councilmembers Jim Drakes, Matthew Dawson, Cindy Fithian, and Joe McGuire

Staff: Kirstyn Jovanovich, Town Manager; Martin Crim, Town Attorney; Bruce Reese, Town Engineer; Chris Coon, Town Clerk;

1. Call to Order

Mayor Quist called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

3. Citizens Time

None.

4. Approval of Minutes

It was moved to approve the minutes of the December 5, 2017 Regular Meeting.

A motion was made by Councilmember Drakes seconded by Councilmember Dawson that the Action Item be approved. The motion carried by poll vote, unanimous.

5. Councilmember Reports

No Report.

6. Mayor's Report

No Report.

7. Staff Reports

A. Town Attorney: Mr. Crim, Town Attorney, reported on the following:

i. Mill House Museum and Visitor Center Leases- Working with the Town Manager; the agreements are nearly finalized.

ii. License Town Logo - This will allow the use of the Town Logo for the Occoquan Chapter of the Order of the Arrow Boy Scouts.

iii. Kiely Court- The Subdivision Plat is going to need to be amended to remove the Homeowners Association. This will likely cause issues with the cross easements in the two home development, both owned by the same entity. Mr. Crim spoke with the attorney on this project to inform them that this needed to be addressed.

Councilmember Drakes inquired if Mr. Crim was providing legal advice on the matters of Kiely Court. Mr. Crim stated that he did not provide legal advice, he only identified areas that needed to be addressed.

Mayor Quist inquired as to why the homeowners association was being removed. Mr. Crim stated that for two homes it would be difficult to maintain.

Councilmember Drakes inquired if a Subdivision Plat would have to be amended and come to Town Council again. Mr. Crim stated that it would not come to Town Council again, but it would have to be approved by the Planning Commission.

- B. Town Engineer:** Mr. Reese, Town Engineer, submitted a report as part of the meeting agenda. No questions were received.
- C. Building Official:** Prince William County's report was submitted as part of the meeting agenda. No questions were received.
- D. Town Manager:** Ms. Jovanovich submitted a manager's report as part of the meeting agenda.

Councilmember Drakes inquired about Virginia Law regarding pedestrians right-of-way while in a crosswalk. Mr. Crim indicated that the pedestrian has the right-of-way while within a crosswalk. He also stated that does not allow a pedestrian to enter a crosswalk in front of a moving vehicle that is too close.

- E. Town Treasurer:** Ms. Rodriguez submitted the treasurer's report as part of the meeting agenda. No questions were received.
- F. Chief of Police:** Chief Linn provided his December 2017 report with the agenda packet. No questions were received.
- G. Boards and Commissions:** No Planning Commission or ARB meetings were held in December 2017.

8. Regular Business

8A. Request to Approve Revised Development Fee Schedule

It was moved to approve the revised building fee schedule as presented effective January 2, 2018.

A motion was made by Vice Mayor Sivigny seconded by Councilmember Fithian that the Action Item be approved. The motion carried by poll vote, unanimous.

8B. Request for After-the-Fact Approval of Repairs to Police Cruiser

It was moved to approve after-the-fact repairs of the secondary police cruiser and appropriate \$1,231.30 in funding from FY 2018 Repairs and Maintenance.

A motion was made by Councilmember Fithian, seconded by Vice Mayor Sivigny that the Action Item be approved. The motion carried by poll vote, unanimous.

9. Adjournment

The meeting was adjourned at 7:12 p.m.

Christopher Coon
Town Clerk